

Project:	GD70107 – Intermountain Power Adj Speed Drive	Date of Meeting:	10/15/03
Venue:	Delta, Utah	Date of Issue:	10/18/03
Subject:	Project Kick-off meeting	No. of Pgs.:	1 of 4
Author:	S. P. Klein	Ref:	

Present:

John Benz, Sargent & Lundy
Jon Christensen, IPSC
Roger Grace, ALSTOM
Dave Smith, ALSTOM
John Bradley, ALSTOM
Ivan Martorell, ALSTOM
Steve Klein, ALSTOM

Copies:

R. Dorrian, ALSTOM
B. Oleyar, ALSTOM
G. Smith, ALSTOM

Subject: Minutes of Meeting

ACTION

- Jon Christensen of Intermountain Power (IPSC) advised site work schedule:
 - IPSC will disconnect existing drives morning of 2/28/04
 - IPSC contractor will disassemble & remove existing drive and install new ALSTOM drive – 2/29 – 3/03/04
 - IPSC will connect/cable ALSTOM drive immediately following installation
- The main focus of the project is reliability improvement and to address lack of availability of maintenance, parts availability and problems with nuisance trips
- John Christensen identified IPSC personnel involved in the project
 - Pam Bahr, Electrical Engineer; Kevin Miller, Maintenance Planner; Bob Wright, Electrical Supervisor for electricians; John Larsen, Purchasing agent and

ACTION

Brett Kent, mechanical engineer

- IPSC requested a letter advising 20 years of support, as promised G. Smith
- Specification 45606, Part F was reviewed. The specification was marked-up with applicable comments and changes to be incorporated in a revised version by IPSC. Steve Klein is in possession of ALSTOM's marked-up copy. The following issues/actions were raised, additional to the simple spec mark-ups.
 - A letter is to be issued by ALSTOM following installation confirming provision & installation in accordance with the specification and identifying the start of the warranty period. S. Klein
 - ALSTOM will quote a SIGMA training class for prior to testing. This is in addition to the training included in the proposal. S. Klein
 - Start-up spares identified in section 2.1 & 2.2 of proposal shall be delivered with the drive
 - Schedule shall be updated on 1st of each month. An initial project schedule was distributed by ALSTOM. IPSC requested interim conference calls be held. S. Klein
 - Autocad 2002 format is acceptable to IPSC for drawing transmittal. Submittal requirements defined in specification.
 - Week of 11/3/03 tentatively set for drawing review meeting. ALSTOM to confirm by 10/22/03. S. Klein
 - Cooling water supply requirement to be reviewed by ALSTOM relative to 50/50 glycol solution. D. Smith
 - IPSC provided additional plant details to John Bradley, including operating procedures, detailed floor plan, schematics/wiring diagrams, drive Instruction Books (IBs).
 - 10 day notice is required prior to start of test & shipment. S. Klein
 - MSDS to be provided for mixed resin bed, any touch-up paint, thyristor grease and any other similar chemicals. S. Klein
 - Cabinet shall be painted ANSI 61 gray and touch-up paint shall be supplied.
 - IPSC drawing numbers must appear on ALSTOM drawings and IPSC will advise ID numbers for certain components at drawing review meeting.

ACTION

- Weidmuller crimp tool cut sheets shall be provided, 1 tool 10/12 ga. and 1 tool 14 ga. and higher. S. Klein
- Extra ferrules and 20% extra terminal blocks shall be supplied.
- Ribbon cables are to be labeled with sources on each end. Martorell/B radley
- States TBs are preferred by IPSC. ALSTOM to confirm size can be accommodated and if so, quote adder for their use. Martorell/ Klein
- Storage/Off-loading/Installation-Startup guidelines are to be provided 30 days prior to delivery. ALSTOM
- Final IBs are required 30 days after startup. Draft copy to be provided 30 days before shipment. ALSTOM
- A release is required from IPSC for shipment.
- IPSC will send representative(s) to witness system testing at their expense. It is IPSC's position that expenses for witnessing of re-testing, performed at a later date due to ALSTOM problems at the original testing, should be to ALSTOM's account.
- ALSTOM to submit specific questions for motor manufacturer re: up-rating beyond current scope. D. Smith
- ALSTOM will quote take-out price for Torsional Analysis. G. Smith/ Klein
- Spec. section F7-8, Programming & Communication will be rewritten by ALSTOM for inclusion in the revised specification. D. Smith
- Harmonic study was done based upon 32KA. A correction factor may be applied to field test results if less than 32KA at time of test.
- Door meters are not needed for analog signals.
- I/O schedule to be submitted by ALSTOM by 10/24/03.
- ALSTOM proposed IPSC consider adding encoders to facilitate start-up from non-moving fan condition. Jon Christensen will consider. J. Bradley
- ALSTOM to submit response to \$50/KVAR penalty based upon power factor evaluation. G. Smith/D. Smith
- ALSTOM to confirm type of door lights (if any) to be used. S. Klein

ACTION

- Existing equipment was inspected and required measurements taken.